

CLARKE COUNTY PURCHASING  
129 RAMSBURG LANE  
BERRYVILLE VA 22611  
Phone: 540-955-5148  
Fax: 540-955-0456  
E-mail: [mlegge@clarkecounty.gov](mailto:mlegge@clarkecounty.gov)

**Clarke County  
Joint Administrative Services**

**To:** All firms interested in RFP #20-0212

**From:** Mike Legge

**Date:** February 3, 2020

**Phone:**

**Pages:** 1 total

**Re:** Addendum #001 for RFP #20-0212

**CC:**

**ADDENDUM # 001 for RFP #20-0212 TURF MOWING**

In order to answer some questions that we have received, the Clarke County Purchasing Office is posting this Addendum #001.

1. Item #5 on the Proposal Response Form is "12-acre area Northwest corner of Tomblin property." Item #6 is "All other Park Area." We have decided that pricing these separately is no longer needed. So, items 5 and 6 will be merged into one item called "All other park property including Tomblin property." Please see the revised proposal response form on page 2 of this addendum. Please complete the revised form and put it in your proposal packet for submission.

2. Some vendors have asked for more clarification for the item labeled "Industrial Property (road and pond). As discussed during the pre-proposal meeting, the selected vendor will need to mow two mower widths on each side of the road (as could be seen during the pre-proposal meeting) starting from the Jack Enders Blvd-Springsburg Road intersection to the entrance to Singhas & Michael. Note that there is small stretch near the entrance to Singhas & Michael where only one side of the road will need to be mowed. There is a retention pond very close to the intersection of Jack Enders Blvd. and Springsbury Road. The selected vendor will need to mow this area up to the top of the hill forming the pond.

3. The physical address for the Kohn Property is 4822 Ebenezer Road, Berryville, VA 22611.

3. For convenience, we are uploading eight maps of some of the mowing areas to our website, [www.clarkecounty.gov](http://www.clarkecounty.gov), under business and current solicitations. Note that this is simply for convenience and vendors are responsible for all of their own measurements.

Please be sure to complete the bottom portion of this and include a signed copy with your proposal form.

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PRINT, PLEASE:

Yes, I acknowledge receipt of this addendum #001 for the RFP #20-0212.

Name \_\_\_\_\_ Name of Company \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

E-Mail \_\_\_\_\_

Attachment B – Proposal Response Form.

Note: Sealed Proposals should be clearly marked, “RFP 20-0212 TURF MOWING SERVICES” and must be received in the Clarke County Purchasing Office before 3:00:00 P.M., Wednesday, February 12, 2020. Proposals received after this time will not be accepted. The official time will be determined by the clock in the Purchasing Office.

This form should be completed and returned as part of your proposal packet.

1. NAME AND ADDRESS OF FIRM

SIGNATURE		
BY (print name)		
TITLE	DATE	
COMPANY NAME		
STREET ADDRESS		
CITY, STATE, ZIP		
TELEPHONE	FAX	E-MAIL
SOCIAL SECURITY OR FEDERAL TAX I.D. #		
CLARKE COUNTY BUSINESS LICENSE #		
VIRGINIA CONTRACTOR'S LICENSE #	EXPIRATION DATE	CLASS
NAME OF INSURANCE CARRIER, BROKER OR AGENCY		

Pursuant to and in accordance with "REQUEST FOR PROPOSALS # 20-0212", the undersigned agrees to provide all equipment, fuel, insurance, labor, and material to provide turf mowing and other related lawn maintenance services as priced on the next page.

All prices shall include:

1. all applicable sales and/or use taxes,
2. all insurance premiums required,
3. all applicable allowances of this Proposal Response Form

## 2. PROPOSED COSTS

RATE OF PAY	TYPE OF WORK	AMOUNT
CONTRACT – LABOR & EQUIPMENT	MOWING/TRIMMING ALL TURF WITHIN SECTIONS 1 THRU 32 ***PRICES BREAK DOWN ON FOLLOWING CHART***	\$
HOURLY – LABOR ONLY	PROVIDE WEED PULLING SERVICE	\$
HOURLY – LABOR ONLY	PROVIDE MULCHING SERVICE	\$

SECTION NUMBER	DESCRIPTION OF AREA TO BE MOWED	COST PER MOWING
	<b><u>GOVERNMENT PROPERTIES</u></b>	
1	Inside Pool Fence (225 Al Smith Circle, Berryville)	\$
2	Park Recreation Center and Rotary Shelter Grass Area (225 Al Smith Circle)	\$
3	Inside Fence on all Baseball and Softball Fields (6 fields) (225 Al Smith Circle)	\$
4	Inside Lines on all Soccer Fields (225 Al Smith Circle)	\$
5	All other Park area including Tomblin property	\$
6	Courthouse Complex- 100 Thru 106 North Church St. Berryville	\$
7	Historical Association 32 East Main Street, Berryville, VA 22611	\$
8	Spare Building- Former Public Library 36 East Main Street, Berryville, VA 22611	\$
9	Social Services- 311 East Main Street	\$
10	Purchasing/Transportation- 129 Ramsburg Lane, Berryville	\$
11	Animal Control- 225 Ramsburg Lane Berryville	\$
12	Virginia Cooperative Extension- 524 Westwood Road Berryville	\$
13	Josephine Street Property in Berryville	\$

14	Industrial Property (road and pond)	\$
15	Kohn Property – (This property on the mountain was gifted to the County and a specific part of the property will need to be mowed as part of this contract). *Joey Braithwaite will show interested vendors this property during the non-mandatory pre-bid meeting on January 28, 2020.*	
16	Clarke County Convenience Center (Quarry Road, Berryville) within fenced-in area	
	<b><u>SCHOOL PROPERTIES</u></b>	
17	Clarke County High School 627 Mosby Boulevard (excluding practice football field, band marching field, and atrium)	\$
18	Clarke County High School-Practice Football Field (north side of Mosby Blvd.) 627 Mosby Boulevard	\$
19	Clarke County High School-Band Marching Field (east of parking lot) 627 Mosby Boulevard	\$
20	Clarke County High School-Atrium (inside school)	
21	Cooley Elementary School-Lower Campus- 240 Westwood Road (excluding football stadium and baseball/softball fields)	\$
22	Football Stadium (only areas between the two fences) 240 Westwood Road	\$
23	Baseball Field at Cooley Elementary School-Lower Division 240 Westwood Road	\$
24	Softball Field at Cooley Elementary School-Lower Division 240 Westwood Road	\$
25	Johnson Williams Middle School- 200 Swan Avenue (excluding football stadium)	\$
26	Football Stadium at Johnson Williams Middle School 200 Swan Avenue	\$
27	D.G. Cooley Elementary School-Upper Division 34 Westwood Road	\$

28	School Administration Building/Former Berryville Primary- 317 West Main Street	\$
29	Boyce Elementary School- 119 West Main Street, Boyce, VA, 22620	\$
30	F&M Building- ( <u>Weed Eat Only</u> ) 16 North Buckmarsh Street, Berryville	\$
31	Annex- 319 West Main Street	\$
32	Old School Board Office- 309 West Main Street	\$
TOTAL CONTRACT PRICING – PER MOWING/TRIMMING - FOR ALL SECTIONS (1 THRU 32) LISTED ABOVE		\$

**OPTIONAL ADD-ON SERVICES:**

BUSH HOGGING- UNIT COST FOR EACH TIME NEEDED	CLARKE COUNTY HIGH SCHOOL- NORTH OF MOSBY BLVD., NEAR ROUTE 7 (INCLUDING AROUND FENCED POND/WATER DRAINAGE), BUT NOT INSIDE THE FENCED AREA	
HOURLY – LABOR & EQUIPMENT	PROVIDE BUSH HOGGING SERVICES	\$
HOURLY – LABOR & EQUIPMENT	PERFORM AERATING SERVICE FOR PLAYING FIELDS	\$
<b><u>SQUARE FOOT</u></b> <b><u>– LABOR &amp;</u></b> <b><u>EQUIPMENT</u></b>	PERFORM OVERSEEDING SERVICE ***PRICED BY THE SQUARE FOOT***	\$
HOURLY – LABOR ONLY	DRAGGING BASEBALL/SOFTBALL FIELDS	\$
HOURLY - LABOR ONLY	LINING BASEBALL/SOFTBALL FIELDS	\$

### **3. EQUIPMENT, MANPOWER, OWNERSHIP, OTHER COMMENTS**

EQUIPMENT - List equipment owned and equipment accessible to you, which would be used for this project (amount, size and type)

(example: riding mower - two 36", walk-behind mower - one 48", tractor - one, dump truck , etc.)

TYPE OF EQUIPMENT	QUANTITY AND SIZE	OWN	ACCESS
riding mower			
walk-behind mower			
push mower			
sidewalk trimmer/curb edger			
weed eaters			
aerator			
tractor			
bush hog			
dump truck			
mulch bed trencher			
other:			
other:			
other:			

**LABOR- List how many employees are available for this project:**

Full time employees	Part time employees
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**GUARANTEED RESPONSE TIME (FOR EXAMPLE, IF A FIELD NEEDED TO BE MOWED FOR AN UNEXPECTED EVENT, HOW QUICKLY WOULD YOU GUARANTEE THE FIELD WOULD BE MOWED? NOTE THAT THIS SHORT-NOTICE RARELY HAPPENS, BUT RESPONSE TIME IS A PART OF THE EVALUATION PROCESS.**

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**OWNERSHIP/MANAGERSHIP OF BUSINESS - Indicate how many years you have owned or managed this business.**

Owned business	Managed business
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**OTHER COMMENTS – indicate here any other information you feel may be necessary for this project.**
